

**UNITED STATES BANKRUPTCY COURT  
NORTHERN DISTRICT OF TEXAS  
OFFICE OF THE CLERK**

**SCHEDULE OF FEES & INSTRUCTIONS FOR FILINGS AND SERVICES  
-- EFFECTIVE JULY 1, 2001 --**

- # All fees are fully earned and due upon filing or request for service and are accepted subject to collection. Payment of filing fees must be in the form of law firm checks, cashier's check, money order, or cash (in exact change). Checks and money orders shall be made payable to "Clerk, U.S. Bankruptcy Court."
- # A Mailing List of Creditors shall be filed contemporaneously with the filing of a voluntary petition (N.D. TX L.B.R. 1002).
- # An Adversary Cover Sheet shall be filed contemporaneously with an adversary complaint (N.D. TX L.B.R. 7003).
- # In addition to the number of copies required to be filed, submit an additional copy and a self-addressed stamped envelope in order to receive a file-marked copy of the pleading.
- # Trustees are required to pay fees when there are funds in the estate.

<b>Bankruptcy Petition Filed under:</b>	<b><u>Number of Copies</u></b>	<b><u>Fee</u></b>
Chapter 7 - Voluntary	Original & 3 copies	\$ 200.00*
Chapter 7 - Involuntary	Original & 3 copies	\$ 200.00*
Chapter 9	Original & 6 copies	\$ 830.00*
Chapter 11	Original & 6 copies	\$ 830.00*
Chapter 11 (Railroad)	Original & 6 copies	\$ 1,030.00*
Chapter 12	Original & 6 copies	\$ 230.00*
Chapter 13	Original & 3 copies	\$ 185.00*
Section 304	Original & 3 copies	\$ 800.00
<b>Payment of Filing Fee In Installments</b>		
Chapter 7 & 13	Original & 1 copy	\$ 50.00†
Chapter 11		\$ 100.00†
(†Initial installment due upon filing of voluntary petition by an individual)		
<b>Motion to Reopen Bankruptcy Code Case**</b>		
Chapter 7 and 13	Original & 1 copy	\$ 155.00
Chapter 9	Original & 1 copy	\$ 800.00
Chapter 11	Original & 1 copy	\$ 800.00
Chapter 11 (Railroad)	Original & 1 copy	\$ 1000.00
Chapter 12	Original & 1 copy	\$ 200.00
<b>Schedules and Statements</b>	Original and same number of copies as petition	No charge
<b>Amendment Fee</b>		
Schedules D,E,F, and Matrix/Mailing List of Creditors	Same number of copies as when originally filed, including updated Mailing List of Creditors	\$ 20.00
<b>Motion To Divide a Joint Petition</b>		
Chapter 7 and 13	Original & 1 copy	\$ 77.50
and to convert to Chapter 7	Original & 1 copy	\$ 92.50
Chapter 11	Original & 1 copy	\$ 400.00

\* Includes \$30 administrative fee

\*\* The appropriate fee must be collected and receipted upon the filing of the Motion to Reopen, unless the motion is accompanied by a statement that the case is being reopened to correct an administrative error or for actions related to the debtor's discharge. The Clerk's Office will no longer charge a reopening fee to file a Motion to Reinstate a dismissed case, even if a closing order has been entered. A photocopy of the Order of Dismissal shall be attached to the Motion to Reinstate Case presented for filing.

SCHEDULE OF FEES & INSTRUCTIONS FOR FILINGS AND SERVICES  
CONTINUED

-- **EFFECTIVE JULY 1, 2001** --

	<u>Number of Copies</u>	<u>Fee</u>
<b>Bankruptcy Case Converted:</b>		
To Chapter 11	Original & 1 copy	\$ 645.00
To Chapter 7	Original & 1 copy	\$ 15.00
All other conversions	Original & 1 copy	No Charge
<b>Motion for Relief from the Automatic Stay</b>	Original & 1 copy	\$ 75.00
A fee is <u>not</u> collected for: (a) a motion to approve an agreement to modify or terminate the automatic stay, (b) a motion against co-debtor, or (c) a child support creditor or its representative is the movant and the motion is filed with an <i>Appearance of Child Support Creditor</i> form.		
<b>Motion to Require a Trustee or Debtor in Possession to Abandon Property</b>	Original & 1 copy	\$ 75.00
A fee is <u>not</u> collected if a child support creditor or its representative is the movant and the motion is filed with an <i>Appearance of Child Support Creditor</i> form.		
<b>Motion to Withdraw Reference of a Case or Proceeding to the United States District Court</b>	Original & 2 copies	\$ 75.00
A fee is <u>not</u> collected if a child support creditor or its representative is the movant and the motion is filed with an <i>Appearance of Child Support Creditor</i> form.		
<b>Any Other Pleading</b>	Original & 1 copy	No Charge
<b>Adversary Proceeding</b>	Original & 1 copy plus Original & 1 copy scheduling order	\$ 150.00
<b>Notice of Removal</b>	Original & 1 copy	\$ 150.00
A fee is <u>not</u> collected if the plaintiff is one of the following: (a) the United States (other than the U.S. Trustee acting as a trustee); (b) the debtor; (c) a child support creditor or its representative, who has concurrently filed an <i>Appearance of Child Support Creditor</i> form. NOTE: If a trustee or a debtor-in-possession is the plaintiff, the fee is to be paid from funds of the estate.		
<b>Proofs of Claim:</b>		
Chapter 7 (asset), Chapter 11, or 12	Original only	No Charge
Chapter 13	Original & 1 copy	No Charge
<b>Appeals</b>		
Notice of Appeal (including docketing fee)	Original & 2 copies	\$ 105.00
Notice of Cross-Appeal (docketing fee)	Original & 2 copies	\$ 100.00
Preparation of Record on Appeal per page (unless furnished by party or copier service)		\$ .50
<b>Fees Assessed against the Estate under Chapter 123 of Title 28 U.S.C.:</b>		
Claims processing fee (Eliminated)		
Noticing fee (Eliminated)		
<b>Miscellaneous Fees:</b>		
Certifications		\$ 7.00
Copies per page		\$ .50
Exemplification Certificate		\$ 14.00
Returned check		\$ 35.00
Issuance of subpoena in case pending in another District		\$ 30.00
Issuance of subpoena in case pending in this District		No Charge
Registration of Judgment from another District		\$ 30.00
Filing or indexing a document not in a case or proceeding for which a filing has already been paid		\$ 30.00
Retrieval of any record from the Federal Record Center		\$ 35.00
Search per name, case, adversary number, or archive information		\$ 20.00
Copy of audio cassette tape		\$ 20.00

